

## DRAFT

### MINUTES OF MEETING State Board of Education May 8-9, 2003

The May meeting of the Board of Education was held at the State Board Conference Room, Grimes State Office Building, Des Moines. Board members Gene Vincent, Sally Frudden, James Billings, Sister Jude Fitzpatrick, Gregory McClain, Mary Jean Montgomery, Don Roby and Kay Wagner were present. Board member, Charles Edwards was absent. Also present were Department Director Ted Stilwill, and Department staff members Gail Sullivan, Judy Jeffrey, Jan Friedel, Carol Greta, Kathi Slaughter, Eric Heitz, Evelyn Anderson, Michele Tosel, Steve Wooderson, Pam Pfitzenmaier, LauraBelle Sherman-Proehl, Penny Milburn, Lee Tack and Beverlee Adams. Also present were Gene Gardner, Executive Director, Iowa Association of Community College Trustees; James Richardson, President, Southeastern Community College; Dwayne Ferguson, Legislative Fiscal Bureau; Todd Dorman, *Lee Newspapers*, and Madelaine Jeousch, *Des Moines Register*.

President Vincent called the meeting to order.

The May 8-9, 2003 agenda was approved.

### COMMUNICATION

#### Public Comment

There was no public comment.

#### Board Reports

Sally Frudden reported she had attended the DE/AEA Design Team meeting in Des Moines. This team is going to be suspended until the AEA Services Director is hired and then the direction of the team will be reevaluated. The committee supported the concept of assisting the schools in need of improvement. She stated she had enjoyed serving on the team. The design team will be making a recommendation for the development of a K-8 math program similar to the statewide reading program that already exists in Iowa.

Jim Billings asked about the status of the student member that was to be appointed to the Board by the Governor. Director Stilwill stated that the appointment was pending.

Kay Wagner indicated she had attended the Coordinating Council for Postsecondary Education meeting in Iowa City. The Council decided to fund an economic impact study for all education institutions of higher learning in Iowa. The Council is also going to coordinate efforts to address the challenges of alcohol abuse on campuses. A concern was also expressed regarding out-of-state institutions offering programs in Iowa and whether there is an awareness of the procedure that the programs be brought to the Council. Wagner indicated she also attended the AEA meeting in Area 9—the topic of conversation was AEA funding. The superintendents discussed the great strides being made in working with the schools for assistance.

Greg McClain reported he had participated in the NASBE Finance and Audit Committee meeting. The main agenda topic was budget reductions. He also noted that employees of NASBE were vested in the company upon employment. They are currently reviewing this policy to be more in line with other businesses.

McClain stated that as a follow-up of the September meeting with Director Stilwill and Kay Wagner on how the Iowa Department of Education could partner with Deere to help further education goals, he had met with Deere officials to start the preparation of a draft strategic plan. He said a September 30, 2003 timeline had been established for the strategic plan to be finalized and a public announcement to be made.

Mr. McClain announced that he had been asked by the Connect Foundation to present the winners of a Juneteenth essay contest for Iowa students in grades 9-12. He indicated the award winners would be presented during the Board Retreat on June 19.

Sister Jude Fitzpatrick said she appreciated Kay Wagner attending the Postsecondary Education meeting in her absence.

Mary Jean Montgomery briefed the Board on the McKenzie Consulting report done on the financial condition of public television across the nation. The report indicated there were about 45 states in which the public television programs were in financial difficulty. She reported some of the suggested solutions were:

1. Initiate major gift programs
2. Consolidation of major station operations
3. Exploitation of program rights

Montgomery reported that Iowa Public Television had obtained a grant for proceeding to digital conversion. They also received \$10 million from this

session of the legislature to help with this process. She briefed the Board on her attendance at the NASBE Emerging Issues Task Force meeting. The charge of the task force was to identify the cutting edge issues in education. One of the developments of the meeting was looking at the imbedded issues in the priority list. Montgomery reviewed this list for the Board.

Don Roby handed out information presented at the Community College Council on how community college programs articulate with Regent's colleges/universities programs. This information is especially significant now as a new staff person will be working with this particular agenda for the Regents and independent colleges. Roby commented that the Community College Council did approve the certified budget report for community colleges.

Roby said he had been the guest speaker at the Northeast Iowa Community College Honor Society on the topic of leadership.

Gene Vincent updated the Board on the State Board Retreat Committee plans.

### **Director Report**

Ted Stilwill, Director updated the Board on the following topics:

- Appreciation to Board on support of legislative issues
- Meeting with small school districts on rural education issues and strategic planning
- AEA Executive Director position
- Update on No Child Left Behind

### **Legislative Update**

Director Stilwill introduced this legislative item. He discussed the continuing financial pressure that the state is under. There are other states that are much worse, but we know that Iowa is in a mode of continuous reduction for the next 2-3 years. Policymakers realize that we are going to have to make some significant changes as a state—with a different view of economic development and a more intensive process. Stilwill expressed his appreciation to Eric Heitz for his work as legislative liaison for the Department.

Eric Heitz, legislative liaison, reviewed the legislative bills and actions as they appeared at the end of the session. He said the Iowa Values bill would be the subject of a special session.

### **Minutes of Meeting**

The minutes of the April 10-11, 2003 meeting were approved.

## **Rules**

Iowa Administrative Code, 281, Chapter 19--Attendance Centers was approved for adoption.

### **Rules: Chapter 21, Community Colleges**

Ted Stilwill, Director indicated these rules provide greater flexibility for community colleges to deregulate but still assure high quality professional development. Public comment brought no negative comments to this significant policy change. He expressed his appreciation to the staff that had worked on these rules and to the Board for pursuing the policy change.

Evelyn Anderson, Bureau Chief, Bureau of Community Colleges and Career and Technical Education indicated that Chapter 21 rules are required to implement legislation in accordance with 2002 Acts, Chapter 1047 that eliminates community college licensure through the Board of Educational Examiners as of July 1, 2003 and requires community colleges to follow minimum standards for full-time arts and sciences and career and technical instructors.

Mary Jean Montgomery expressed concern that this rule only applied to full-time instructors, not part-time or adjunct faculty. Greg McClain questioned the effect this rule would have on the improvement of community college faculty. Jim Billings explained the mentoring process that would probably be used for new instructors.

Don Roby commented on the difference between licensure requirements of faculty members in colleges and faculty members in community colleges.

**Motion:** It was moved by Sally Frudden and seconded by Kay Wagner that the proposed Iowa Administrative Code 281—Chapter 21 be approved for adoption.

**Vote:** The motion carried unanimously.

### **Rules: Chapter 12, Teacher Quality and Professional Development**

Judy Jeffrey, Administrator, Division of Early Childhood, Elementary and Secondary Education explained that with the passage of Teacher Quality legislation, the Department had been writing or revising rules. She noted that the particular requirement of this rule would be the requirement that a district career development plan must be incorporated into the district Comprehensive School Improvement Plan. This revised rule would be part of the Chapter 12 accreditation rules.

**Motion:** It was moved by Mary Jean Montgomery and seconded by Sister Jude Fitzpatrick that the amended Chapter 12, Division VII rules be approved for notice of intended action.

**Vote:** The motion carried unanimously.

### **Advisory Committee: Technology for Instruction**

Pam Pfitzenmaier, Iowa Public Television and Gail Sullivan, Department of Education updated the Board on this agenda item. Ms. Pfitzenmaier indicated the Iowa Code authorizes the State Board of Education to establish an advisory committee to make recommendations for rules on the use of telecommunications as an instructional tool. She noted the committee would be composed of representatives from community colleges, AEAs, local school districts and accredited nonpublic schools, and shall include board members, school administrators, teachers, parents, students and associations interested in education. The original committee was established in 1989 and had resulted in the current Chapter 15 rules, *Use of Telecommunications for Instruction by Schools*.

Ms. Sullivan noted that much advancement had been made in technology since that time and a committee needed to be reestablished to look at and advise the Board about the use of technology in the classroom.

Mary Jean Montgomery felt that the Board should have representation on the committee. She also indicated that high quality instruction should be a strong part of the mission of this group. Greg McClain asked if the committee had been given a charge or responsibility.

Director Stilwill reported these concerns would be a part of the initial order of the committee as well as to structure the tasks more clearly. After this meeting, an update could be given to the Board.

**Motion:** It was moved by Jim Billings and seconded by Sally Frudden that the State Board approve establishing an advisory committee on the use of technology as an instructional tool.

**Vote:** The motion carried unanimously.

### **Community College Certified Budget Report**

Dr. Jan Friedel, Administrator, Division of Community Colleges and Workforce Preparation introduced this agenda item. Michelle Tosel, Consultant, Bureau of Community Colleges indicated the Board has statutory responsibility for approval of the community college budgets under Iowa Code 260C.17. The community college budgets must be reviewed and approved by the State Board prior to June 1 of each year. Tosel reported that each community college budget

is the published budget approved by the college's local board and is used for determining tax levies. Estimated revenues and expenditures are used in preparation of these budgets.

Ms. Tosel introduced James Richardson, President, Southeastern Community College who was in attendance to bring perspective to the Board on the development of community college budgets and to review some of the concerns and highlights of budgeting in different locations of the state.

Mr. Richardson shared a powerpoint presentation on how various factors are considered for how the Southeastern Community College budget is compiled.

**Motion:** It was moved by Jim Billings and seconded by Mary Jean Montgomery that the proposed community college budgets be approved.

**Vote:** The motion carried unanimously.

### **Community College Benefits Survey Results**

Dr. Gene Gardner, Executive Director, Iowa Association of Community College Trustees (IACCT) presented an overview of the community college benefits survey results. He indicated the community colleges funded a study to determine their economic impact on their local economies, as well as the impact of the state's system of community colleges on Iowa's economy.

Gardner reported that the study tracked four types of benefits of the community colleges:

- Contributions to local job and income formation
- Higher earnings captured by exiting students
- A broad collection of social benefits (improved health, reduced crime, lower welfare, and unemployment)
- Return to taxpayers for their community college support

Dr. Gardner also reviewed many of the highlights of the community college survey to economic development in the state of Iowa.

### **Division of Vocational Rehabilitation Services Strategic Plan Progress Report**

Stephen Wooderson, Administrator, Division of Vocational Rehabilitation Services gave a progress report on the Vocational Rehabilitation Services strategic plan. He reported that vocational rehabilitation is a federal/state funded program. An applicant is referred and evaluated for eligibility according to federal criteria. Upon determination of eligibility, the client may then access services that are intended to lead to employment in the competitive marketplace. Wooderson identified the four strategic plan goals for 2003.

**Goal 1** – To be a leader in customer-responsive service delivery resulting in quality outcomes for DVRS clients.

**Goal 2** – To increase public awareness and support for DVRS, in order to assist clients to achieve their economic, independence and employment goals.

- Data collection and analysis system

**Goal 3** – To optimize resources to achieve the DVRS mission.

- Match all federal funds and eliminate waiting lists

**Goal 4** – To shape environmental factors, influence public policy, and be prepared for changes which affect the ability of individuals with disabilities to achieve their economic, independence and employment goals.

- Develop, implement and analyze results of Leadership Academy

Mr. Wooderson felt that vocational rehabilitation was an asset to the entire state and for all Iowans. He also invited all State Board members to visit any vocational rehabilitation site in the state.

### **Status Report on Community College Funding**

Janice Friedel, Administrator, Division of Community Colleges and Workforce Preparation thanked Consultant Michelle Tosel for the extraordinary work she had accomplished in gathering information and putting this report together.

Michelle Tosel, Consultant, Bureau of Community Colleges indicated the purpose of this report is to provide the State Board with general trend information regarding the finances of community colleges.

Board members expressed their appreciation for this report and appreciated the accuracy and value of the data collected.

Don Roby handed out a copy of the legislative history of the 20 1/4 cent community college plant facilities levy. Roby reviewed how the levy had been developed and the changes implemented through the years.

Director Stilwill handed out the proposed agenda topics for the June State Board meeting.

### **Update: Cross Bureau Early Learning Team**

Judy Jeffrey, Administrator, Division of Early Childhood, Elementary and Secondary Education told the Board that the Department had established a Cross-Bureau Early Learning Team in order to provide leadership and support

for the implementation of research-based strategies in early learning environments.

Penny Milburn, Early Childhood Consultant, said the team was comprised of representation from the areas of early childhood, food and nutrition, State Library, parent education, special education, early intervention and professional development. She explained the team's purpose was to provide strong leadership in order to build an early care, health and education system that promotes research-based strategies.

LauraBelle Sherman-Proehl, Administrative Consultant, indicated the purpose of the team was to contribute to the early care, health, and education system by supporting the unified vision and goals for all young children and to align the team's mission and guiding principles to support the system. She also reviewed the early childhood program standards.

Milburn identified the voluntary early learning guidelines and discussed building an assessment and accountability system.

Mary Jean Montgomery asked about the timeframes involved in the process. Sally Frudden invited the entire team or individual members of the team to visit the childcare center in Charles City.

Judy Jeffrey explained that the team had been working with early care, health and education partners to review and develop a common understanding of appropriate expectations for young children and characteristics of high quality early learning experiences.

### **No Child Left Behind Update**

Administrator Judy Jeffrey, Division of Early Childhood, Elementary and Secondary Education indicated this discussion is one in a series to continue to update the State Board on the state's implementation status of the NCLB requirements. She reviewed the following two areas through a powerpoint presentation:

1. Consolidated State Application May 1, 2003, Submission
  - ESEA goals, ESEA indicators, State Performance Target
  - State activities to implement ESEA programs
2. "Highly Qualified Teachers"

Jeffrey explained that the requirement that teachers be highly qualified applied to public elementary or secondary school teachers who teach a core academic subject. "Core" means English, reading or language arts, mathematics, science, foreign languages, civics and government, economics, arts, history, and



geography. The term “highly qualified” means: 1) full state certification, 2) bachelor’s degree and 3) demonstrated subject area competence in a manner determined by the state.

Ms. Jeffrey also reviewed the definition for highly qualified beginning and veteran teachers. NCLB also had outlined the teaching standards for Iowa. She reported that as a state we feel competent that Iowa teachers are highly qualified. Jeffrey discussed the NCLB guidelines for effective professional development.

### **Strategic Planning**

Gail Sullivan, Chief of Staff, discussed a preview of the activities to review the strategic plan at the State Board Retreat in June. She indicated the Board would need to look at whether the current strategic plan adequately describes what you want to create for the future of education. It is important that the Board consider how education fits into the overall future for the state of Iowa. Sullivan reviewed the Accountable Government Act that created a management system designed to assure that planning for the future is done in a coordinated way on a statewide basis. In this plan the legislative and executive branches would come together around a common focus on – and framework for – results.

Ms. Sullivan outlined several suggestions for what the Board might want to think about or to change in the current strategic plan during the Board retreat:

- The federal environment has had many changes—does the current strategic plan still fit with that framework.
- The impact education has on the economy in the state and also the lives of individual Iowans, we cannot look at the plan in isolation. (i.e. community college benefits study and the vocational rehabilitation report.)
- Limited resources and working with partners.
- Planning and producing effective results.

Sullivan indicated that in preparation for the work at the retreat Board members will need to discuss how their planning process fits together with the entire process that state government is going through.

Director Stilwill summarized that the Board and Department needed to keep developing and updating their strategic plan on what needs to be done and identify the current set of strategies. He felt that the formatting and categorizing of these updates will be essential in how the strategic plan fits together with the overall state government plan.

Jim Billings suggested that an example of a vision statement be crafted prior to the Board retreat for discussion purposes and that the strategic plan conversations begin at the June 5 State Board meeting.

President Gene Vincent declared the meeting adjourned at 11:30 a.m.

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Gene Vincent  
President

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Ted Stilwill, Director and  
Executive Officer